



Brigade S-1 Operations



Adm and Decorations Program May 2016

Senior Leader Training
Division
Adjutant General School



Search ID: gra071024

Terminal Learning Objective

Action: Administer the Awards and Decorations Program

Conditions: Given classroom presentations, AR 600-8-22, applicable MILPER Messages.

Standard: Score 70% or higher on a knowledge based exam that includes the following learning activities:

1. State the objectives of the Army's Awards and Decorations program
2. Identify eligibility for awards, badges and tabs
3. Identify processing requirements and procedures for award recommendations



References

- **DODI 1348.33, Military Awards Program**
- **AR 600-8-22, Military Awards**
- **AR 614-30, Overseas Service**
- **AR 670-1, Wear and Appearance of Army Uniforms and Insignia**
- **AR 672-20, Incentive Awards**
- **DA PAM 672-6, Armed Forces Decorations and Awards**
- **DA PAM 672-20, Incentive Awards Handbook**



Historical Perspective



**"A Soldier will
fight long and
hard for a bit of
colored ribbon"**

**Napoleon to the
Captain of Bellerophon
15 July 1815**



Historical Perspective



“It is vital to good morale that decorations get out promptly and on an equitable basis.”

General George S. Patton Jr.
War As I Knew It
1947





Outline



- Philosophy and Objective
- Ethics and Values
- Standards of Service
- Award Basics
- Individual Decorations
- Approval Authority / U.S. Decorations
- Combat Badges (CIB / CMB / CAB)
- Purple Heart (PH)
- Other U.S. Service / Foreign
- Army Unit Awards / Campaign Credit and Streamers





Army Awards Program



- **Goals and Philosophy:**
 - To foster mission accomplishment
 - Recognize excellence of both military and civilian members
 - Motivate personnel to high levels of performance and service
- **Objective: provide tangible recognition for:**
 - Acts of valor
 - Exceptional service or achievement
 - Special skills or qualifications
 - Acts of heroism not involving actual combat





Ethics and Values

- **A decoration and decision as to which award is appropriate are both subjective decisions made by the commander**
- **Awards will not be based upon grade**
- Awards **should** reflect both the level of responsibility and manner of performance
- Predominant factor to consider is the degree of achievement or effectiveness on the unit
- **Awards are not automatically entitled to an individual upon departure from an assignment**
- Certificates / letters are appropriate for departing individuals
- Awards will not be used as prizes in contests
- Limiting awards to a specific number per unit is not authorized



Standards of Service

- Awards and decorations are a wartime and peacetime military personnel function
- Recommended decorations will be expeditiously processed, and recorded in military orders and certificates by the final approving authority within 60 days
- Typed recommendations will be the norm during peacetime. Handwritten printed recommendations are acceptable during wartime conditions
- A final record of each recommendation and the resulting decision will be maintained for historical purposes
- Recipients of awards should receive at presentation, award emblems and the elements (medal, certificate, and orders) before leaving an assignment or transition from active duty
- Award authorities may use Awards and Decorations Boards to



Administering Awards (1 of 2)

Awards must be submitted within **two years** of the act, achievement, or service to be honored

- If an award is **lost**, it may be resubmitted provided that there is conclusive evidence of submission and of loss/failure to act on recommendation (**i.e. Orders Logbook, DA Form 638, or Award Certificate**)
- Soldiers who are **flagged** or whose service is other than honorable cannot receive decorations (**Exceptions: flagged for failed APFT; overweight with GO waiver; retirement awards; awards for valor**)
- Period of an award recommendation is **limited to the period of service** during which the individual served under the recommending command
- Only **one decoration** is authorized to be given to an individual for the same act, achievement, or period of service



Administering Awards (2 of 2)



▪ Disapproved / Downgraded Awards

- Requests for reconsideration or appeal must be submitted within **one year from the date** of the awarding authority's decision
- Recommendations are resubmitted only if **new, substantive and factual information** is provided
- Requests must be forwarded through the **same official channels** as the original recommendation
- For wartime awards, the above applies but if the wartime awards approval authority does not wish to act on the reconsideration request it is forwarded to the **Military Awards Branch (AHRC) for final decision**

▪ Interim Awards

- To ensure recognition, the appropriate authority may promptly award a suitable lesser military decoration pending final action on a recommendation for a higher award
- Example: The Army Commendation Medal may be awarded as an interim award for heroism and for which a recommendation for the award of the Distinguished Flying Cross or the Soldier's Medal has been submitted



Musts for S-1s

- Recommendations for awards being submitted to AHRC for final action will be initiated sufficiently in advance to arrive not less than **90 days before the desired presentation date**
- Approval Authority – Peacetime Awards (para 3-5g-h)
 - Attached USAR and AGR Soldiers must have AHRC approval
 - State AGs, ARNG and USAR CDRs have approval authority for AC and AGR Soldiers performing full time duties under their command
- **Quarterly awards statistical reports - a breakdown by award showing gender and ethnic distribution (QNSR)**
- **Management Tools (Accuracy and Timeliness)**
 - **Tracking sheet**
 - **Orders Number Logbook**



End of Tour Awards Submission Schedule



FEB 15



3 SB

MAR 15



1/271 PSTL

APR 15



21 ICTC



335 (LSV-6)



101 FMSU



32 TC



54 QM (MA)

MAY 15



97 LCU13



97 LCU16



1/101 HR CO



1/90 HR CO



4 QM (AD)

JUN 15



393 (THOD)

JUL 15



98 OD CO



247 QM



33 FMSU



A/ 82 FMSU

AUG 15



814 TG PAT



1/60 OD CO

SEP 15



5/912 (POSTAL)



419 MCB



941 MCT



541 CSSB



1450 TC



C -4 FMSU

OCT 15



975 MCT

NOV 15

DEC 15

JAN 16

As of 20150610

Unit patches are parallel to the month the awards are due to BDE S1 at the 120 day mark. Months in "Red" indicate the cut-off for

AWARDS PROJECTED AT 120 -DAYS BY UNIT

411 (LSV-6) AWARDS SUBMISSION SCHEDULE

RANK	NAME	DEROS	AWD STATUS
SGT	RISVANOGLU ALPAN	20150505	COMPLETE
PFC	SMILEY DEMETRIUS	20150505	COMPLETE
SGT	STRICKLAND JOHNNY	20150505	COMPLETE
SSG	HALL MICHAEL	20150506	COMPLETE
PFC	FIELDS JOE	20150609	COMPLETE
SPC	JOHNSON JUSTIN	20150707	COMPLETE
SPC	HAVENER DANE	20150728	COMPLETE
SFC	GRIFFIN MICHAEL	20150812	AT COMPANY
SPC	CARR MAXWELL	20150912	NOT SUBMITTED
SPC	SULLIVAN RYAN	20151105	NOT SUBMITTED
SFC	SMART BRIAN	20151202	NOT SUBMITTED
SSG	CROWN KEVIN	20151210	NOT SUBMITTED



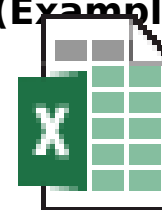
Tools to Use

Deployed Unit (Personnel) Loss Roster



Microsoft Excel Worksheet

Personnel Award Tracker
(Example)



Microsoft Excel Worksheet

Inspection Checklist

Essential Personnel Services (EPS) Awards Inspection / Assessment Checklist					
Instructions: Validate all standards with a Yes or No assessment. To score, divide the total "Yes" responses by the total number of standards. "Note" Standards labeled as "best practice" do not count for scoring purposes.					
References: AR 600-8-22 ; AR 600-8-105 ; MILPER Messages					
ID	Standard	Yes/No	Category	Evaluation Steps	Remarks
1	A system exists to ensure Soldiers receive awards prior to their departure from the organization.	Yes/No	Compliance	Visual confirmation of tracking system / should be able to validate % late or on-time.	(Insert remarks if required)
2	A tracking system exists to identify status of awards.	Yes/No	Compliance	Visual confirmation of tracking system.	(Insert remarks if required)
3	Decorations are processed to completion within 60 days.	Yes/No	Compliance	Visual confirmation / sampling - review a number of award documents to verify time to completion.	(Insert remarks if required)
4	Distribution block 31 of DA Form 638 is completed IAW AR 600-8-22.	Yes/No	Compliance	Visual confirmation check local CFA for completed DA 638s.	(Insert remarks if required)
5	Award orders are maintained and disposed of properly IAW 25-400-2/ARIMS.	Yes/No	Compliance	Visual check if CFA have a system in place to verify if locally approved awards are disposed properly.	(Insert remarks if required)



Planning Considerations



- Current Award Policies
- Commander's Award Philosophy
- Items to pack
- Training Requirements
- Task Organization once deployed
- Unit Awards / Campaign Credit
- Individual Records updated



Individual Wartime Decorations



- The process for recommending and approving military wartime decorations is significantly different from processing peacetime awards
- The DA Form 638 is used to recommend Soldier's for achievement and service awards.
- The DA Form 4187 is used to recommend for combat badges and the PH
- Meritorious Service Medal (MSM) and Army Achievement Medal (AAM) may be awarded in a combat theater for non combat meritorious achievement or service



Wartime Awards Approval Authority



- ~~Wartime Awards Approval Authority is not automatic~~
- The senior Army command upon arrival in the theater of operations, or as soon thereafter as practical, submits a request for **wartime awards approval authority** to be activated
- It is **delegated by the Secretary of the Army**
- All recommendations for award of the Medal of Honor, Distinguished Service Cross, Distinguished Service Medal and Legion of Merit will be forwarded to HQDA for consideration by the Senior Army Decorations Boards
- Requests for exceptions to policy of any award should be submitted through the chain of command to **Military Awards Branch (AHRC) for decision**

AR 600-8-22, para 3-6 and Table
3-6



Wartime Awards Approval Authority



- Commanders in the rank of BG and above who have troops committed to the combat operation and certain Regional Medical Center commanders (not field hospital commanders) receiving casualties may be delegated authority to award the PH to Soldiers who are wounded as the direct result of enemy action
- Wartime awards delegation given to the theater commander terminates 180 days after completion of all wartime activities
- Delegation to subordinate commanders terminates 90 days after they redeploy from the theater of operations



Check on Learning

Q: What are the six categories of individual awards?

A: Decorations, Good Conduct Medal, Service Medals/Ribbons, Badges/Tabs, Certificates/Letters, and Foreign Awards

Q: What type of training should you ensure your section has received prior to deployment?

A: Automated Forms training, Battle drills for processing awards

Q: What are some actions the Bde S-1 Awards section must plan for in preparation for a deployment?

A: Packing non-standard items
Additional training requirements
Task Org once deployed
Unit Awards – writing/unit history
Commander's award philosophy



Check on Learning

Q. What supporting documentation is required when processing a request for award of the Purple Heart?

A. DA Form 4187, eyewitness statements (or affidavits), DA Form 1156, and medical treatment documentation

R. Who is the current approval authority for CIB, CAB, and

A. Colonel-level or higher commander.

A. The DA Form 7594, Unit Award Recommendation, is used to initiate, process, and approve unit award recommendations. Unit award recommendations must be carefully prepared and documented. Stick to the facts surrounding the unit's performance and be as concise as possible. The entire recommendation packet may not be more than 25 pages to include the DA Form 7594. Steps for preparing and processing unit awards are outlined in Table 7-1, AR 600-8-22.



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